

Harrison County Regional Sewer District

May 20, 2015 Meeting Minutes

Meeting Date: May 20, 2015
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Tony Combs	Board Member (Secretary)
Bill Byrd	Board Member (Town of Milltown)
Dan Lee, P.E.	Board Member
Rusty Sizemore	Board Member (Town of Lanesville)*
Darin Duncan, P.E.	Board Member
Chris Byrd	Board Attorney
Rob Huckaby, P.E.	Stantec
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
Bob Woosley, P.E.	Heritage Engineering

Absent:

Fred Cammack	Board Member (Town of Corydon)
Herb Schneider	Town of Lanesville (Town of Lanesville)
Jim Klinstiver	Board Member

**Town voting member.*

Action Items:

- 1. April 15, 2015 HCRSD Board Meeting Minutes:** *Motion made by Darin Duncan, second by Gary Davis to approve the meeting minutes. Motion approved unanimously.*
- 2. Lanesville Interchange Rate Ordinance (Ordinance No. 2015-01) April 15, 2015 Public Hearing Meeting Minutes:** *A motion was made by Tony Combs, second by Darin Duncan to approve the meeting minutes. Motion approved unanimously.*
- 3. Berkshire WWTP:**
 - a. Operations Report (April):** Steve Tolliver reviewed the monthly report. The plant remains in full compliance with all permit parameters. *A motion was made by Bill Byrd, second by Dan Lee to accept the April Operations Report. Motion approved unanimously.*
 - b.** The month of April saw excessive rain but created few issues with the WWTP. Steve reported the following:
 - i. Auto Dialers:** Through the efforts of Steve and Bob Woosley the supplier of the auto dialers is providing an 11 month credit to the District for monitoring services. This credit was due to the issues encountered with the dialers not reading properly and the District being charged for the past 11 months with essentially no monitoring service occurring.

- ii. **Flow Meter Calibration:** Steve reported he has concerns the flow meter was not calibrated properly and may be providing inaccurate readings. The meter calibration company will be making a return visit in the coming days to re-calibrate the meter at no cost to the District.
- iii. **Sludge Processing:** Sludge currently cannot be processed at the Hauswald facility due to on-going repair work at the facility. As a result the District must take all sludge to Lanesville for processing. Steve is currently trying to find a backup location in the event Lanesville cannot accept the sludge. It is expected the Hauswald facility will be back in service within the next 3 months.
- iv. **Portable Hoist:** The portable hoist and bases have been ordered and should arrive later this month.

4. Lanesville I-64 Interchange Sewer Project

a. District's Part of Project:

i. Construction:

- i. Bob Woosley reported the project is substantially complete and awaiting start up and testing.
- ii. A final walk thru will be held with the Contractor in the coming weeks to identify any punch list items.
- iii. Pump Start up and Testing can occur immediately. Rusty Sizemore stated the Contractor will need to coordinate this testing work with Chris Shultz (Town of Lanesville).
- iv. **Change Order No. 1:** Bob Woosley reviewed this change order with the Board. This change order covers all time and cost associated with miscellaneous changes that occurred during the duration of the project. Darin Duncan asked if the fence removed as part of this change order could be added back into the contract if funds remain at the end of the project. Yes, the fence can be added if funding is available. Bob Woosley will reconcile the funding a balance with the Auditor's office to determine if funds remain. Total amount = \$16,909. *A motion was made by Gary Davis, second by Tony Combs to approved Change Order No. 1 in the amount of \$16,909. Motion approved unanimously.*

b. Town's Portion:

- i. **Construction:** Rusty Sizemore reported the project is nearing substantial completion. He stated it is anticipated this project will be completed by the end of June.

5. Treasurers Report:

- a. *Motion made by Rusty Sizemore, second by Bill Byrd to approve the April Treasurer's Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Rusty Sizemore to pay the following claims. Motion approved unanimously.*

District Checking Account:

- i. Harrison REMC-WWTP electric service \$1,280.09

- ii. Duke Energy – lift station electric service \$9.18
 - iii. Aqua Utility Services – Calibrate flow meter/supplies \$461.27
 - iv. Aqua Utility Services – May WWTP operations \$2,465.83
 - v. Town of Corydon – April sewer bills \$3,500.17
 - vi. Heritage Eng. – Inv. No. 07030-66 – Support Services \$30.00
- c. *Motion made by Bill Byrd, second by Dan Lee to approve the following invoices. Motion approved unanimously.*
- i. Heritage Engineering – Invoice No. 15008-04 \$1,080.00
Paid via County account 30302.
 - ii. Heritage Engineering – Invoice No. 12053-24 \$6,488.04
Paid via County account 30311.
- d. *Motion made by Darin Duncan, second by Tony Combs to approve the following invoice. Motion approved unanimously.*
- i. Dillman, Chastain, & Byrd \$760.45
- e. *Motion made by Gary Davis, second by Tony Combs to approve the following invoice. Motion approved unanimously.*
- i. Infrastructure Systems Inc. (Pay Application No. 4) \$128,739
This invoice is for the Lanesville Interchange Sewer Project.

6. Other Items:

- a. **North Harrison School Campus:** Bob Woosley contacted Gary Byrne to discuss the cost of extending sewer service to the campus. It was agreed that a formal request from the school corporation will need to be made to the District before the District proceeds any further. Gary is discussing this item with the School Board and will report back to the District if there is interest in a project. The current thinking is the District and School Corporation would make a joint application to the HCCF for a signature grant for this project.
- b. **Strategic Planning/Road Ahead:** General discussion was held regarding the future efforts of the District. It was agreed that later this year it would be advisable to start the process for preparing a strategic plan. One option for funding this plan would be to request funds from the County. This item will be discussed in greater detail at future meetings. Among the items to be discussed:
 - i. **Stormwater:** Dan Lee stated he would like the Board to consider stormwater planning as part of this effort.
 - ii. **Septic Maintenance:** Develop a septic maintenance program.
 - iii. **Expansion of Sewer System:** Does the District want to initiate new sewer expansion projects? Where is the anticipated growth occurring?
- c. **Thank You Notes:** The District agreed to send thank you notes and follow up with the County Commissioners and Council for the continued support of the District. Tom Tucker will coordinate this effort.

Next Meeting:

Regular Board Meeting: **Wed. June 17, 2015 at 8:30 am** @ Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved By:

Tom Tucker, President

Darin Duncan, P.E.

Tony Combs, Secretary

Dan Lee, P.E.

Gary Davis, V.P./Treasurer

Jim Klinstiver

Town Representative